

Union County Educational Services Commission
REORGANIZATION MEETING
of the Representative Assembly
June 8, 2022
AGENDA

This meeting was posted in accordance with the Open Public Meetings act PL 1975 Chapter 231.

1. Attendance Roll Call
2. Salute to the flag
3. Motion to appoint Eric Larson, School Business Administrator/Board Secretary as Chairman pro tem
4. Oath of office for members of the Representative Assembly
5. Motion to set the number of members of Board of Directors at fifteen (15) members
6. Motion to elect the Board of Directors by a majority vote from among the members of the Representative Assembly to serve until the next annual reorganization meeting as per Att. 1. **(Att. 1)**
7. Election of officers for the Board of Directors and Executive Committee
 - A. Motion to call for nominations for President by majority vote of the members present
 - B. Motion to call for nominations for Vice-President by majority vote of the members present
 - C. Motion to call for nominations for a member of the Board of Directors, who, along with the President and Vice President, shall serve as an Executive Committee member to administer the affairs of the Board of Directors between regularly convened meetings
 - D. Motion to call for nominations for a member of the Board of Directors to serve as an alternate of the Executive Committee to serve in the absence of a regular member of the Executive Committee
8. Recognize the public and ask for comments on agenda items only
9. Motion to designate the following official depositories for Commission funds and Special Banking Accounts:

Columbia Bank, NA
The Bank of New York
The Provident Bank

N.J. Cash Management Fund
Capital One Public Funding, LLC

10. Motion to designate the following as signatories for Commission funds:

President, Vice President, and Board Secretary

11. Motion to designate the following Special Banking Account and authorized signatures:

Account
Schools' Activity Account

Approved Signatures
President, Vice President, and Board Secretary

12. Motion to designate the following as official newspapers for publications of the Commission:

STAR LEDGER, Newark
 THE WESTFIELD LEADER, Westfield

13. Motion to approve the schedule of meetings for the Board of Directors as presented in Att. 2. (Att. 2)

14. Motion to approve the following amounts for the Commission programs petty cash account for the purchase of supplies that are urgently needed, the amount of which is too small to warrant a purchase order for the 2022-2023 school year:

School Business Administrator	\$3,000.
Superintendent’s Office	\$ 250.
Westlake School	\$ 500.
Crossroads School	\$ 350.
Lamberts Mill Academy	\$ 250.
Hillcrest Academy/North Campus	\$ 250.
Hillcrest Academy/South Campus	\$ 250.
Transition	\$ 250.

15. Motion to approve the following curriculum guides for the 2022-2023 school year:

<p>Art: Drawing and Painting 1, 2</p>	<p>Business Education: Business Organization and Management Success Seminar 1, 2, 3, 4 Introduction to Computer Applications Career Education and Technology 1, 2 Personal Finance</p>
<p>English: English Language Arts 1, 2, 3, 4 Creative Writing Edmark Reading Program Edmark Functional Word Series Reading Milestones Program SRA Reading Mastery The Verbal Behavior Milestones Assessment Assessment of Language & Learning Skills</p>	<p>Health & Physical Education: Health and Physical Education 1, 2, 3, 4 Strength and Fitness</p>

<p>Mathematics: Algebra 1, 2 Geometry Trigonometry Probability and Statistics Consumer Math Math Strategies Touch Math Touch Money Menu Math</p>	<p>Social Skills: Social Boundaries: The Circles Curriculum Second Step Social Emotional Curriculum Assessment of Functional Living Skills</p>
<p>Social Studies: World History United States History 1, 2 Economics Sociology 20th Century History 20th Century Civil Liberties Echoes and Reflections: Teaching the Holocaust and Inspiring the Classroom Social Studies Leveled Daily Curriculum Attainment Explore Social Studies Curriculum Art History Criminal Justice</p>	<p>Science: Earth Science Environmental Science Biology Chemistry Forensics Marine Biology Attainment Explore Science Curriculum Full Option Science System</p>
<p>World Language: Spanish 1, 2, 3</p>	

16. Motion to approve the job descriptions for the following positions:

Assistant Superintendent	School Custodian (FT & PT)
Accounts Payable Clerk	School Guidance Counselor
Accounts Receivable Coordinator	School Nurse
Adm Ass't./Ass't. Bd. Sec.	School Physical Therapist
Adm Ass't for Nonpublic	School Psychologist NP
Bedside Tutor	School Occupational Therapist
Behavior Specialist	School Safety/Security Monitor
Board Certified Behavior Analyst	School Secretary
Buildings & Grounds Supervisor	School Social Worker
Child Study Team Consultant NP	Secretary/Data Entry Clerk (FT & PT)
Compensatory Ed/Supplemental Instructor	Secretary/Data Entry Clerk/NP Svs
Database Manager	Speech Language Specialist
Director of Curriculum & Instruction	Student Assistance Coordinator/Social Worker
Director of Pupil Personnel Services	Superintendent
Director of Special Projects	Supervisor of Instruction (Spec Ed & Alt Schs)
Director of Nonpublic Services	Supervisor of Instruction
Supervisor of Planning/Research & Evaluation	Supervisor of Nonpublic Services

Executive Secretary/Personnel/Policy	Supervisor of Planning, Research & Evaluation
Executive Secretary to Superintendent	Teacher/Alternative High School
Executive Secretary to Asst. Superintendent	Teacher of Art
ESL Teacher	Teacher of Chemistry
Head School Bus Driver	Teacher of English
Inpatient Teacher-Trinitas & CSP	Teacher of the Handicapped
Learning Disabilities Teacher Consultant PT	Teacher of Hand. for IDEA-B NP
Mail Courier/Delivery Driver (PT)	Teacher of Mathematics
Network Admin/Webmaster	Teacher of Science
Nonpublic School Nurse	Teacher of Social Studies
Paraprofessional (FT & PT)	Teacher of Spanish
P/T Secretary to Business Administrator	Teacher of Students w/Disabilities
Payroll/Data Entry Clerk	Tchr of Health/Physical Education
Principal	Technology Manager (PT)
Registered Behavior Technician	Technology Support (PT)
Safety Care Coordinator	Title I Teacher/Nonpublic Schools
School Bus Aide	Transportation Coordinator
School Bus Driver	Transportation Specialist I & II

17. Motion to authorize those permitted student records enumerated in Policy & Regulation (File Code 8330) which are not mandated student records as those permitted pupil records to be collected and maintained in order to promote the educational welfare of pupils in Commission schools
18. Motion to affirm the Commission’s present policies, regulations, and bylaws for the period June 8, 2022 until the next reorganization meeting
19. Motion to appoint Eric Larson as Board Secretary for the period commencing June 8, 2022 until the next reorganization meeting
20. Motion to designate Suplee, Clooney and Company, 308 East Broad Street, Westfield, NJ, 07090, as the Official Auditor for the Commission for the period beginning June 8, 2022 until the next reorganization meeting not to exceed \$35,000
21. Motion to designate Eric Harrison of the firm Methfessel & Werbel, Lincoln Highway, Suite 200, Edison, NJ 08818 as Board Attorney for the period June 8, 2022 until the next reorganization meeting not to exceed \$50,000
22. Motion to appoint Brown & Brown Benefit Advisors as our health benefits broker-of-record effective July 1, 2022 through June 30, 2023.
23. Motion to approve Dr. Ronald M. Frank to provide school physician services directed by the NJDOE Administrative Code Title 6A Chapter 16, at an annual fee of \$3,000 for Commission schools and \$1,500 annually to provide Standing Nursing Orders for Nonpublic School Nurses for the period of June 8, 2022 until the next reorganization meeting

24. Motion to approve the following for the provision of therapy and nursing services for the June 8, 2022 until the next reorganization meeting:

<u>Name</u>	<u>Therapy & Nursing Services</u>
Trinitas Therapy Services	Occupational Therapy, Physical Therapy, Counseling
Interim Healthcare of Northwest NJ	Nursing Services
Therapy Sources Staffing Solutions	Physical Therapy
United Therapy Solutions	Speech

25. Motion to appoint Willis Towers Watson of New Jersey, Inc., 150 John F. Kennedy Pkwy, Suite 520, Short Hills, NJ 07078, as the Commission's Insurance Risk Manager for the period June 8, 2022 until the next reorganization meeting
26. Motion to appoint Solutions Architecture, 96 Pompton Avenue, Second Floor, Verona, NJ 07044 as the Architect of Record to perform needed services throughout the school year beginning June 8, 2022 until the next reorganization meeting not to exceed \$75,000
27. Motion to appoint Eric Larson as the District Qualified Purchasing Agent for matters relating to awarding of contracts as prescribed by the local public contracts law with a bid threshold of \$44,000 and a quotation threshold of \$6,600 at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting
28. Motion to appoint Eric Larson as the District Public Agency Compliance Officer at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting
29. Motion to appoint Eric Larson as the District Right to Know Officer, Integrated Pest Management Coordinator and Indoor Air Quality Officer at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting
30. Motion to appoint Eric Larson as Custodian of Public Records at no additional salary for the period beginning June 8, 2022 until the next reorganization meeting
31. Motion to appoint John Marquet as the District Affirmative Action Officer, District Affirmative Action Officer for Contracts, the District Anti-Bullying Coordinator and 504 Officer at no additional salary for the period June 8, 2022 until the next reorganization meeting
32. Motion to authorize the Superintendent and the School Business Administrator/Board Secretary, jointly, to provide approval of demands to be paid prior to presentation to the Board of Directors, subject to ratification at the next meeting, in accordance with 18A:19-4.1
33. Motion that as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent or designee, be designated to approve such line-item budget transfers as are necessary between Board of Director Meetings, and such transfers shall be reported to the Board of Directors, ratified and duly recorded in the minutes of next regular meeting.
34. Motion that emergency procedures described in the official Union County Educational Services Commission Emergency Management Plan be approved as recommended by the Superintendent of Schools.

35. Motion that the Representative Assembly authorize the Superintendent and Business Administrator to implement the June 8, 2022 budget, once authorized and finalized, pursuant to local and state policies and regulations.

36. Motion to approve the use of Educational Services Commission of New Jersey's Cooperative Pricing System – MCESCCPS for cooperative pricing for school supplies, equipment, and services for the 2022-2023 school year

37. Motion to approve the use of Hunterdon County Educational Services Commission's Cooperative Pricing System – HCESCCPS for cooperative pricing for school supplies, equipment, and services for the 2022-2023 school year

38. Motion to approve the following service vendors for the 2022-2023 school year:

- | | |
|----------------------------------|------------------------------------|
| AES Fire | Maschio's Food Services, Inc |
| Allied Universal | McIntyre's Lawnmowers Inc. |
| All County Sewer & Drain Service | NEC Financial |
| American Water Co. | Partner Engineering & Science Inc. |
| AM School Associates | Power School |
| Atlantic Business Systems | PSE&G |
| Comcast Business | Republic Services |
| Comcast Cablevision | Ridge Secure Technology |
| Confires Fire Protection | Saunders Roofing |
| Diploma Joint Insurance Fund | Staples Advantage |
| DLL Document Solutions | Stonegate Associates |
| East Coast Combustion | Strauss Esmay |
| Edumet | Survivor Fire & Safety |
| Entel Systems | T-Mobile |
| Elizabethtown Gas | Trane |
| ESS (Substitute Staffing) | Tompkin Company |
| Frontline Technologies | Township of Clark |
| Home Depot | U.S. Bancorp |
| Hydra Neumatic | Verizon Wireless |
| Jay Hill Repairs | Waste Management of New Jersey |
| Light Path | Westfield Lumber |

39. Motion to approve the continuation of the .25 per resident pupil membership fee in support of Commission expenses for 2022-2023 school year

TRANSPORTATION

40. Motion to authorize entering into transportation jointures with the following school districts for the 2022-2023 school year:

Barnegat Township	Kenilworth	Roselle
Bergenfield	Linden	Roselle Park
Berkeley Heights	Livingston	Sayreville
Bradley Beach	Long Hill	Scotch Plains/Fanwood
Bridgewater-Raritan	Manasquan	Somerset Hills
Caldwell-West Caldwell	Millburn	South Amboy
Clark	Monroe Township	South Bound Brook
Clifton	Montgomery	South Orange - Maplewood
Cranford	Mountainside	South Plainfield
Dunellen	Neptune	Springfield
East Hanover	Newark	Summit
East Newark	New Providence	Sussex County Regional Co-op
East Orange	Northern Burlington County Regional	Teaneck
Edison	North Plainfield	Toms River Regional
Elizabeth	Old Bridge Township	Trenton
Franklin Township	Orange	Union Township
Garwood	Parsippany-Troy Hills	Warren Township
Gateway Regional	Passaic	Watchung
Green Brook	Paterson	Watchung Hills
Hamilton Township	Penn's Grove	West Caldwell
Hanover Township	Perth Amboy	West Essex Regional
Highland Park	Piscataway	West Morris Regional
Hillside	Plainfield	West Orange
Hillsborough	Plumsted Township	Westfield
Irvington	Rahway	Winfield
Jersey City		Woodbridge

41. Motion to authorize entering into transportation contracts with the following school bus companies in order to provide transportation services for all public, nonpublic, special education and vocational school students serviced by the Commission on behalf of the above listed school districts for the 2022-2023 school year:

8 Transportation	Cross Transportation, Inc.	K & D Bus Service, LLC
A & M Transportation	Durham School Services	K & S Transportation
Amaker & Porterfield Transportation	Euphrates Transportation, LLC	Kensington Bus Company
Angel Transportation	F.S.Transportation, Inc.	Madison Coach
BRCK Transport, LLC	First Care Medical Transportation	Nelvi Transit, Inc.
Barker Bus Company, Inc.	First Student-Chatham	On The Dot Transportation
Belair Transport	George Dapper, Inc.	On Time Transport, Inc.
Best Trans Group, Inc.	Golden Arrow Transportation	Prestige Bus Services Corp.
Bright Start Transport	H & A Transportation	Road to Success, LLC
Busy Bee Transportation	J & J Transportation/Lun & Run	Shore Vans
By Faith Transportation	Jaris Transportation Co.	Student Transportation of America, Inc.
Cerebral Palsy League Transportation	Jawa Invalid Coach, Inc.	Villani Bus Company

42. Authorization to enter into contracts with the following school districts in order for the Commission to provide services under Chapters 192/193 for the 2022-2023 school year

- | | | |
|----------------|-------------------|--------------------------|
| a. Belleville | f. Hillside | k. Roselle |
| b. Cedar Grove | g. Kenilworth | l. Scotch Plains/Fanwood |
| c. Clark | h. Linden | m. Summit |
| d. Cranford | i. New Providence | n. Union |
| e. Elizabeth | j. Plainfield | o. Westfield |

43. Authorization to enter into contracts with the following school districts in order for the Commission to provide nonpublic school services under Title I for the 2022-2023 school year:

- | | |
|--------------|---------------|
| a. Elizabeth | d. Plainfield |
| b. Hillside | e. Roselle |
| c. Linden | f. Union |

44. Authorization to enter into contracts with the following school districts/Charter Schools in order that they may participate in the Commission's Environmental Safety Program for the 2022-2023 school year:

- | | | |
|--------------|--------------------------------|-------------------------|
| a. Cranford | d. Kenilworth | g. Roselle |
| b. Elizabeth | e. Morris Union Jointure Comm. | h. Union County Vo-Tech |
| c. Hillside | f. Queen City Academy | i. Winfield |

45. Authorization to enter into contracts with the following districts in order that the Commission may administer their nonpublic school textbook program for the 2022-2023 school year:

- | | | |
|---------------|-------------------|----------|
| a. Cranford | e. Linden | i. Union |
| b. Elizabeth | f. New Providence | |
| c. Hillside | g. Plainfield | |
| d. Kenilworth | h. Summit | |

46. Authorization to enter into contracts with the following districts in order that the Commission may administer their nonpublic school technology program for the 2022-2023 school year:

- | | | |
|--------------|-------------------|--------------------------|
| a. Clark | e. New Providence | i. Scotch Plains/Fanwood |
| b. Cranford | f. Plainfield | j. Summit |
| c. Elizabeth | g. Rahway | k. Union |
| d. Hillside | h. Roselle | l. Westfield |

47. Authorization to enter into contracts with the following districts in order that the Commission may provide nursing services to nonpublic schools within their boundaries for the 2022-2023 school year:

- | | | |
|----------------|-------------------|--------------------------|
| a. Belleville | e. Hillside | i. Scotch Plains/Fanwood |
| b. Cedar Grove | f. Kenilworth | j. Summit |
| c. Clark | g. New Providence | k. Union |
| d. Cranford | h. Roselle | l. Westfield |

48. Authorization to enter into contracts with the following school districts/Charter Schools in order for the Commission to provide child study team evaluations for public school students during the 2022-2023 school year:

- | | | |
|---------------------|-------------------|--------------------------|
| a. Berkeley Heights | g. Kenilworth | l. Roselle |
| b. Cedar Grove | h. Linden | m. Scotch Plains/Fanwood |
| c. Clark | i. New Providence | n. Summit |
| d. Cranford | j. Plainfield | o. Union |
| e. Elizabeth | k. Rahway | p. Union County Vo-Tech |
| f. Hillside | | q. Westfield |

49. Authorization to enter into contracts with the following school districts in order for the Commission to provide services under IDEA Part B Basic for the 2022-2023 school year:

- | | | |
|----------------|-------------------|--------------------------|
| a. Belleville | f. Hillside | l. Roselle |
| b. Cedar Grove | g. Kenilworth | m. Scotch Plains/Fanwood |
| c. Clark | h. Linden | n. Summit |
| d. Cranford | i. New Providence | o. Union |
| e. Elizabeth | j. Plainfield | p. Westfield |
| | k. Rahway | |

50. Authorization to enter into contracts with the following districts in order that the Commission may administer their nonpublic school Security Aid program for the 2022-2023 school year:

- | | | |
|-------------------|--------------------------|----------|
| a. Cranford | e. Plainfield | j. Union |
| b. Elizabeth | f. Roselle | |
| c. Hillside | g. Scotch Plains/Fanwood | |
| d. New Providence | h. Summit | |

51. Motion to authorize the provision of home instruction to all New Jersey public-school pupils upon receipt of requests from their authorized representatives for the 2022-2023 school year.

OLD BUSINESS:

NEW BUSINESS:

RECOGNIZE THE PUBLIC:

ADJOURNMENT: